Government of
Saskatchewan

**Annual Report
1998-1999**

**Saskatchewan
Municipal Affairs,
Culture and Housing**

for the fiscal year ending
March 31, 1999

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Letters of Transmittal
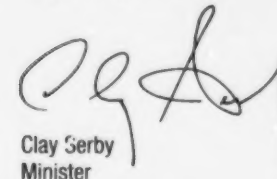
The Honourable Jack Wiebe
Lieutenant Governor
Province of Saskatchewan

Sir:

I have the honour of submitting the annual report of the Department of Municipal Affairs, Culture and Housing for the period April 1, 1998 to March 31, 1999.

Respectfully submitted,

Clay Serby
Minister

The Honourable Clay Serby
Minister of Municipal Affairs, Culture and Housing
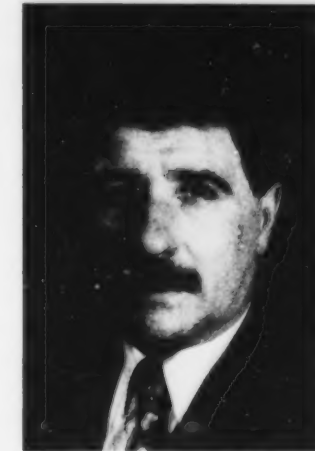Regina, Saskatchewan

Sir:

I have the honour of submitting the annual report of the Department of Municipal Affairs, Culture and Housing for the period April 1, 1998 to March 31, 1999.

Respectfully submitted,

Ken Pontikes
Deputy Minister

Department Overview

Vision

Municipal Affairs, Culture and Housing . . . serving Saskatchewan, a diverse society enriched by cooperative, healthy communities.

Mission

Strengthening communities through partnerships and understanding.

The department enhances quality of life through communities. We enable communities:

- to improve access to housing;

- to provide access to public information, and cultural and recreational opportunities;

- to protect the public; and

- to provide local governance.

We strengthen communities by providing the legal framework, organizational support, financial assistance and other services to meet the unique and changing needs of Saskatchewan people.

We work in partnership with communities and others, encouraging co-operation, understanding and self-reliance.

Principles

We believe . . .

- in equitable access to quality services;

- that people are Saskatchewan's most valuable resource;

- that the public has a right to participate in and determine the development of our province;

- in a responsive and accountable public service;

- in customer focus - fulfilling our responsibilities with integrity, dedication, and innovation;

- in the fair application of Saskatchewan's laws, policies and programs; and

- that change is essential and presents opportunities for co-operative solutions.

Strategic Initiatives

Contribute to Government Priorities

The department is supporting the development of stronger, safer and healthier communities. We are developing a policy framework to intersect social housing and health systems.

And, in support of the government's regulatory review process it is modernizing public safety legislation and regulations, beginning with those related to boiler and pressure vessels, to simplify and streamline the regulatory regime while maintaining public safety.

Progressive Policy Framework

The department seeks to develop a new relationship with the municipal sector through constructive dialogue and mutual understanding to make municipal policy renewal decisions early in the next century. Legislation will be aligned based on the findings of the Task Force on Municipal Legislative Renewal. Through the development of a housing strategy, the department will examine the present and future challenges of the Saskatchewan housing market and the public policy options needed to address the challenges. The department also supports co-ordinated and integrated municipal services such as communications in the fire and emergency response community and the establishment of a province-wide enhanced 9-1-1 system.

Effective Programs

The department is clarifying the provincial interest in, and improving the accountability of the Transit for the Disabled Program. It is conducting a review of the provincial housing portfolio, markets, and options and is developing a new financial framework for social housing projects. It is also undertaking a program review of emergency planning services provided by the department.

Focused Organization

Initiatives aimed at achieving a focused organization include formally establishing the department's "strengthening communities" mandate within government building a safe, healthy employee community, and communicating effectively.

Department Overview

Clear Roles, Relationships and Accountability

We are clarifying the respective roles and relationships between the government and other parties in terms of their mandates, jurisdiction, funding and governance and will review the legislative framework that governs these relationships.

Department Organization

The department was re-named in September 1998. Streamlining of the organization was completed during the year under review and the resulting organizational structure is reflected here as it was on the fiscal year-end March 31, 1999.

The department provides the legal, organizational and financial framework to meet the changing needs of Saskatchewan's people.

Municipal and Community Services enables communities to provide self-governance, and opportunities for public access to information, culture, sports and recreation, and heritage preservation.

Housing provides access to housing for low-income seniors, families, individuals, and groups with special needs who could not otherwise afford safe, secure housing.

Protection and Emergency Services supports public safety through inspection and licensing programs, regulatory enforcement and advisory services, maintaining the provincial government emergency plan and co-ordinating the implementation of the Sask911 system.

Finance, Administration and Facilities provides administrative, financial and information systems that enable the department to support its communities of interest. This area also manages the department's relationships with provincial cultural tourism facilities.

Corporate Services is responsible for the department's corporate development, human resources, and communicating the department's goals and objectives.

Department Overview

Organizational Chart

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                        │        Minister         │
                        │   Municipal Affairs,    │
                        │   Culture and Housing   │
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                        │        Deputy           │
                        │        Minister         │
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│     Associate     │   │     Assistant     │
│  Deputy Minister  │   │  Deputy Minister  │
│ Municipal and     │   │      Housing      │
│ Community Services│   │                   │
└───────────────────┘   └───────────────────┘
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Associate Deputy Minister — Municipal and Community Services

- Program and Policy Development and Review
- Grants Administration and Provincial-Municipal Relations
- Community Support Services
- Provincial Library

Assistant Deputy Minister — Housing

- Policy and Program Services
- Program Operations
- Financial Operations

Executive Director — Protection and Emergency Services

- Protection Services
- Emergency Planning
- Sask911

Executive Director — Finance, Administration and Facilities

- Finance and Administration
- Cultural Tourism Facilities

Executive Director — Corporate Services

- Communications
- Human Resources

Legislation

The department is responsible for nearly 60 pieces of legislation that are listed here. The following is a brief description of the department's major areas of legislative responsibility.

Municipal Affairs

The Northern Municipalities Act
The Planning and Development Act, 1983
The Rural Municipality Act, 1989
The Urban Municipality Act, 1984

Provides the legislative framework within which municipalities provide services and pass bylaws to meet the needs of the residents within their communities.

Culture

The Arts Board Act
The Culture and Recreation Act, 1993
The Heritage Property Act
The Interprovincial Lotteries Act, 1984
The Multiculturalism Act
The Public Libraries Act

Supports culture, sport and recreation activities and facilitates opportunities for the development of arts, cultural industries, multiculturalism and immigrant settlement in the province.

Establishes the processes and mandate for the designation and preservation of provincial heritage properties.

Housing

The Saskatchewan Housing Corporation Act

Establishes the government's mandate in ensuring access to safe, affordable, adequate housing for all residents of the province

Public Safety

The Amusement Ride Safety Act
The Boiler and Pressure Vessel Act
The Electrical Licensing Act
The Emergency 911 System Act
The Emergency Planning Act
The Gas Licensing Act
The Fire Prevention Act, 1992
The Passenger and Freight Elevator Act
The Uniform Building and Accessibility Standards Act

Sets and regulates standards for building and fire safety; elevator, amusement rides, and boiler and pressure vessel operations; and electrical and gas installers.

Establishes the authority for provincial and municipal emergency operations and for the Sask911 emergency communications system.

Legislation

Legislation

- *The Amusement Ride Safety Act*
- *The Archives Act*
- *The Arts Board Act*
- *The Assessment Management Agency Act*
- *The Boiler and Pressure Vessel Act*
- *The Border Areas Act*
- *The Community Planning Profession Act*
- *The Controverted Municipal Elections Act*
- *The Culture and Recreation Act, 1993*
- *The Cutknife Reference Act*
- *The Department of Rural Development Act*
- *The Department of Urban Affairs Act*
- *The Doukhobors of Canada C.C.U.B. Trust Fund Act*
- *The Electrical Licensing Act*
- *The Emergency 911 System Act*
- *The Emergency Planning Act*
- *The Film Employment Tax Credit Act*
- *The Fire Prevention Act, 1992*
- *The Flin-Flon Extension of Boundaries Act, 1952*
- *The Gas Licensing Act*
- *The Heritage Property Act*
- *The Industrial Towns Act*
- *The Interprovincial Lotteries Act, 1984*
- *The Jean-Louis Legare Act/Loi sur Jean-Louis Legare*
- *The Libraries Co-operation Act*
- *The Lloydminster Municipal Amalgamation Act, 1930*
- *The Local Government Election Act*
- *The Local Improvements Act, 1993*
- *The Meewasin Valley Authority Act*

- *The Multiculturalism Act*
- *The Municipal Board Act*
- *The Municipal Debenture Repayment Act*
- *The Municipal Development & Loan Act*
- *The Municipal Expropriation Act*
- *The Municipal Industrial Development Corporation Act*
- *The Municipal Reference Act*
- *The Municipal Revenue Sharing Act*
- *The Municipal Tax Sharing (Potash) Act*
- *The Municipality Improvements Assistance (Sask) Act*
- *The Northern Municipalities Act*
- *The Passenger and Freight Elevator Act*
- *The Planning and Development Act, 1983*
- *The Public Libraries Act, 1996*
- *The Rural Development Act*
- *The Rural Municipal Administrators Act*
- *The Rural Municipality Act, 1989*
- *The Saskatchewan Heritage Foundation Act*
- *The Saskatchewan Housing Corporation Act*
- *The Subdivisions Act*
- *The Tartan Day Act*
- *The Tax Enforcement Act*
- *The Time Act*
- *The Uniform Building and Accessibility Standards Act*
- *The Urban Municipal Administrators Act*
- *The Urban Municipality Act, 1984*
- *The Wanuskewin Heritage Park Act, 1997*
- *The Western Development Museum Act*

Municipal and Community Services

"...enables communities to provide self-governance, public access to information, culture, sports and recreation, and heritage preservation."

Municipal and Community Services provides support to communities through four key service areas: Program and Policy Development and Review, Grants Administration and Provincial-Municipal Relations, Community Support Services, and the Provincial Library.

PROGRAM AND POLICY DEVELOPMENT AND REVIEW

The branch supports the department through these roles and responsibilities:

- provides leadership and advice in the development, monitoring, and review of public policy, legislation, strategies, and programs;

- co-ordinates or undertakes policy and program reviews and develops policy proposals for government, and makes recommendations to senior management, to the minister and to government;

- recommends and prepares legislation and regulations that provide a legal framework for municipalities, and provides comprehensive legislative support services within the division;

- contributes to policy development for the provincial sport and recreation delivery system, and manages the legislative and regulatory framework for the management, distribution and use of lottery proceeds and casino profits; and

- co-ordinates and develops policy, legislation, program direction and long term planning for the arts, cultural industries, multiculturalism and immigrant settlement in Saskatchewan.

Goals

- review services provided to the municipal sector to clearly identify the department's role;

- continue implementation of the Municipal Policy Framework, including a review of:
  - the 1997 reassessment,
  - property tax exemptions,
  - provincial property to which the grants-in-lieu of property taxes policy might be extended,
  - the Transit for the Disabled Program, and
  - northern infrastructure;

- co-ordinate the establishment of the Task Force on Municipal Legislative Renewal;

- review and develop recommendations for the Associated Entities Fund distribution policy;

- complete the analysis of the Cultural Industries Development Strategy and present recommendations for action;

- develop a multi-year proposal for provincial transfers in consultation with SUMA and SARM;

- review legislation and regulations for the Urban Parks and Provincial Disaster Assistance Programs;

- complete the assessment appraiser qualification regulations to provide the Saskatchewan Appraisers Association with the legislative framework to self-regulate qualifications; and

- conduct research to support policy development and strategic planning in immigration settlement and the impact of multicultural policy.

Accomplishments

During 1998-1999, the branch:

- completed a status report on interview results as part of a larger review of departmental services to the municipal sector;

- implemented the Municipal Policy Framework which included:
  - appointing advisory committees to review the results of the 1997 reassessment and property tax exemptions,
  - completing an inventory of non-SPMC properties to be considered in an expanded provincial grants-in-lieu policy,
  - reviewing the Transit for the Disabled program,
  - establishing terms of reference for the Northern Water and Sewer Infrastructure Study, and
  - co-ordinating the establishment of the Task Force on Municipal Legislation Renewal;

- drafted and successfully completed amendments to *The Urban Municipality Act, 1984, The Rural Municipality Act, 1989, The Northern Municipalities Act, The Local Government Election Act* and *The Assessment Management Agency Act;*

- co-ordinated the establishment of the Task Force on Municipal Legislation Renewal;

Municipal and Community Services

- reviewed the Provincial Disaster Assistance Program;

- initiated an evaluation of the current Associated Entities Fund distribution policy, and developed provincial objectives to initiate negotiations for a new lottery agreement with lottery stakeholders;

- analysed the Cultural Industries Development Strategy and successfully designed and implemented a one-year Cultural Industries Development Fund for 1999-2000; and

- revised certification regulations for urban clerks and administrators.

Future Directions

In the 1999-2000, the branch will:

- continue the review of departmental services to municipalities and develop proposals for changes to services and legislation;

- respond to the final reports of the Property Tax Exemptions Review Committee and the 1997 Saskatchewan Reassessment Review Committee;

- recommend legislative amendments for consideration by government;

- determine what property tax shifts will result from reassessment and recommend percentages of value to be applied to various classes of property;

- complete the analysis and consultations on grants-in-lieu properties with an interdepartmental committee and affected provincial departments;

- develop recommendations for the future of the Transit for Disabled Program;

- continue liaison with the Task Force on Municipal Legislative Renewal and review its interim report;

- review the Urban Parks Program;

- review the Cultural Industries Development Fund and implement government decisions from the Cultural Industries Development Strategy;

- develop recommendations on a revised distribution strategy for the Associated Entities Fund, and finalize negotiations on a new Lottery Agreement with lottery stakeholders;

- implement the Report of the Recommended Delineation of Health Related Responsibilities between municipalities and health districts in co-operation with the Department of Health; and

- complete the negotiation of immigrant and refugee settlement funding with the federal government and assist the development of a Saskatchewan immigration policy.

GRANTS ADMINISTRATION AND PROVINCIAL-MUNICIPAL RELATIONS

The branch delivers services in three key areas:

- partnerships with municipalities and their associations;

- financial transfer and grant programs; and

- municipal financial management and reporting.

The branch is organized into two units: Grants Administration and Provincial-Municipal Relations.

GRANTS ADMINISTRATION

This unit provides grant and transfer programs to the municipal, cultural and cultural-tourism sectors; provides financial reporting expertise to municipal administrators, clerks and municipal auditors; and compiles and generates statistics on municipal financial performance and health.

PROVINCIAL-MUNICIPAL RELATIONS

This unit provides consultation services to the municipal sector and co-ordinates the department's involvement at annual conventions and meetings. The unit also provides program advisory services to cultural industries and the urban parks program.

Goals

- continue to develop and maintain processes, mechanisms, initiatives and instruments for effective relationships with municipalities and their associations;

- deliver financial assistance programs for the municipal, cultural and cultural-tourism sectors effectively and efficiently; and

- develop and maintain an effective performance and financial reporting system for municipalities that promotes public accountability and transparency.

Municipal and Community Services

Accomplishments

During 1998-1999, the branch:

- delivered more than $70 million in provincial grants through 20 programs;

- implemented a four year phase-in of property tax grants-in-lieu on all provincial properties owned and managed by the Saskatchewan Property Management Corporation;

- developed a new municipal infrastructure program for urban and rural municipalities to be implemented in 1999;

- implemented the Policing Costs Restructuring Assistance Program, with Saskatchewan Justice;

- reviewed 298 rural financial statements and 515 urban financial statements;

- assumed the administration of several grant and transfer programs including provincial library grants, cultural tourism facilities payments and gaming funds;

- co-ordinated six municipal-provincial and northern roundtables, assisted in the publication of the Municipalities Today newsletter and the Frontline bulletin and managed the department's involvement in all conferences, meetings and workshops;

- assisted in the implementation of the ComMuniLink Web site with Saskatchewan Urban Municipalities Association (SUMA) and Saskatchewan Association of Rural Municipalities (SARM);

- provided municipalities, SUMA, SARM and Saskatchewan Association of Northern Communities (SANC) direct access to the department; and

- developed an agreement with SaskFilm for the administration of the Saskatchewan Film Employment Tax Credit Program.

Future Directions

In 1999-2000, the branch will:

- enhance consultations with municipalities through department-initiated meetings;

- implement the Provincial-Municipal Infrastructure Program;

- continue development of a new provincial road classification system with Highways and Transportation, SUMA and SARM;

- implement the Saskatchewan Film Employment Tax Credit Program; and

- review the department's role, responsibilities and needs for municipal financial reporting.

Municipal and Community Services

Financial Assistance

Rural Revenue Sharing Grants	1996-97	1997-98	1998-99
Unconditional	$10,696,702	$12,752,832	$21,082,980
Conditional	20,103,822	8,489,363	2,649,987
Total	$30,800,524	$21,242,195	$23,732,967

Urban Revenue Sharing Grants	1996-97	1997-98	1998-99
	$41,610,586	$26,887,519	$26,880,554

Grants-in-Lieu of Taxes Program	1996-97	1997-98	1998-99
	$0	$0	$3,055,411

Policing Costs Restructuring Assistance Program	1996-97	1997-98	1998-99
	$0	$0	$1,025,064

Provincial Disaster Assistance Program	1996-97	1997-98	1998-99
	$774,428	$1,223,807	$771,000

Transit for the Disabled Program	1996-97	1997-98	1998-99
Operating	$1,868,979	$1,798,566	$1,886,806
Capital	366,380	368,864	232,243
Total	$2,235,359	$2,167,430	$2,119,049

Municipal Restructuring Assistance Program	1996-97	1997-98	1998-99
	$0	$3,902	$37,706

Grants to Park Authorities	1996-97	1997-98	1998-99
Chinook	$78,000	$78,000	$78,000
Meewasin Statutory	740,169	740,169	740,169
Wakamow Statutory	126,656	127,000	127,000
Wascana Statutory	781,550	781,550	781,550
Wacana Maintenance	1,640,000	1,640,000	1,840,000
Total	$3,366,375	$3,366,719	$3,566,719

Municipal and Community Services

Canada-Saskatchewan Infrastructure Works Program

1998-99 Distribution of Approved Projects - Phases One and Two

	Federal ($000)	Provincial ($000)	Municipal/Other ($000)	Total ($000)
Cities	1,727	1,455	10,544	13,726
Intermunicipal	1,197	128	1,611	2,936
Northern Municipalities	922	1,076	3,658	5,656
Provincial	613	628	570	1,811
Rural Municipalities	308	308	1,173	1,789
Towns	323	290	2,176	2,789
Villages	674	633	2,881	4,188
TOTAL	5,764	4,518	22,613	32,895

1998-99 - Approved Projects by Type - Phases One and Two

	Federal ($000)	Provincial ($000)	Municipal/Other ($000)	Total ($000)
Bridges	685	685	762	2,132
Buildings	1,535	1,177	13,205	15,917
Other	1,222	340	441	2,003
Rural Roads	278	278	1,135	1,691
Sewer	344	283	1,488	2,115
Sidewalks	30	29	34	93
Streets	592	517	2,445	3,554
Water	1,078	1,209	3,103	5,390
TOTAL	5,764	4,518	22,613	32,895

Municipal and Community Services

COMMUNITY SUPPORT SERVICES

In 1998-99 the Municipal Development Branch, Heritage Branch, Northern Municipal Services Branch and portions of the Culture, Recreation and Lotteries Branch were amalgamated to form the Community Support Services Branch. The Community Support Services Branch contributes to the quality of life in Saskatchewan communities.

The branch:

• promotes capable and effective management in urban, rural and northern municipalities;

• supports, maintains and develops the municipal governance system;

• promotes the sustainable and economical physical development of communities;

• recognizes, preserves and manages provincial heritage resources;

• works with municipalities and other organizations to ensure that all Saskatchewan people have reasonable access to cultural, sport and recreation opportunities; and

• promotes Saskatchewan's multicultural identity and assists in immigrant settlement.

The branch is organized into five units: Arts, Multiculturalism, Sport and Recreation; Community Planning Services; Heritage; Municipal Advisory Services; and, Northern Municipal Services.

ARTS, MULTICULTURALISM, SPORT AND RECREATION

• works with municipalities, provincial organizations, educational institutions, and other community-based organizations to ensure that all Saskatchewan people have reasonable access to cultural, sport and recreation opportunities;

• promotes Saskatchewan's cultural and multicultural identities;

• supports the viability and effectiveness of community services, the skills of volunteers and opportunities for inter-community co-operation;

• assists those immigrating to Saskatchewan to settle and integrate; and

• supports the Saskatchewan Summer and Winter Games and, with others in the sport community, works to ensure that Saskatchewan is fully represented at the Canada Games and Western Canada Games programs.

Jeux du CANADA Games

Goals

• provide leadership in strategic planning and direction for the sport, recreation, culture and lottery delivery systems, including how those systems can help address social and economic issues;

• support the development of strong, self-reliant communities; those where we live, and those in which people work together toward a common interest;

• ensure all Saskatchewan citizens have reasonable access to quality opportunities in sport, recreation and culture;

• provide consultation, leadership and technical support services to a variety of programs, organizations, and multi-sport games in the province;

• ensure provincial interests are represented on federal/provincial committees;

• encourage settlement and integration of immigrants to Saskatchewan;

• raise public awareness of events such as International Day for the Elimination of Racial Discrimination; and

• serve as a resource to a number of interdepartmental committees in the development of government policy.

Accomplishments

During 1998-1999, the unit:

• co-ordinated and supported Team Saskatchewan's participation in the 1999 Canada Winter Games in Corner Brook, Newfoundland;

Municipal and Community Services

- provided consultative and technical support in preparation for the Western Canada Summer Games in Prince Albert;

- provided community development services at the local, regional, zone and provincial levels;

- continued work with the 11 Regional Intersectoral Committees on human services;

- administered the Saskatchewan Immigrant Settlement Assistance Program (SISAP) providing financial assistance to settlement agencies in Saskatchewan;

- funded 13 projects in the first year of the Community Grant Program on Race Relations, a two-year pilot project to address racism and discrimination;

- provided consultative support to SaskCulture's grant review committee for the Cultural Assistance Program, and drafted new guidelines to enhance the advancement of culture; and

- provided resource support to several interdepartmental committees including: the Employment Equity Committee, the Child Action Plan Steering Committee, the Métis and Off-reserve Aboriginal People's Committee, and the National Strategy on Community Safety and Crime Prevention.

Future Directions

In 1999-2000, the unit will:

- assist organizers in achieving a successful 1999 Western Canada Summer Games in Prince Albert, and co-ordinate Team Saskatchewan's participation;

- support the committee organizing the 2000 Saskatchewan Summer Games in Yorkton;

- provide leadership and consultative support to the committee organizing the 2000 Saskatchewan Seniors 55+ Games;

- prepare a comprehensive high-performance sport-development strategy for athletes and coaches representing the province at the 2005 Canada Summer Games;

- provide lead-up support services to the city hosting the 2005 Canada Summer Games in Saskatchewan;

- administer the second year of the Community Grant Program on Race Relations and develop a set of "best practices" based on an evaluation of the program;

- support the development of research to facilitate strategic planning in immigration, in co-operation with the Prairie Centres of Excellence and the federal government;

- assist in the development of an Aboriginal Elders Protocol for use by government departments, Crown corporations and institutions;

- monitor the trends and inclusiveness of community-based cultural programming in Saskatchewan; and

- continue serving as a resource to interdepartmental committees such as the Child Action Plan and the Urban Aboriginal Strategies in development of government policy.

COMMUNITY PLANNING SERVICES

- provides professional advice and assistance to rural, urban and northern municipalities and to the public on community planning matters;

- develops information, policies and programs to provide clients with the tools, skills and abilities to plan and manage the interests of their communities effectively;

- consults with other government agencies to identify the potential impacts on municipalities of proposed developments, First Nations land selections and provincial policies; and

- provides advice to Saskatchewan municipalities on options for future development, and how to make use of strategic or land use planning, zoning bylaws and land subdivision.

Goals

- ensure that legislation respecting community planning is meeting the changing needs of municipalities; and

- deliver quality community planning services in a professional and timely manner.

Municipal and Community Services

Accomplishments

During 1998-1999, the unit completed these planning approval services:

Project	Type	Approvals
Development Plans	Bylaws	4
	Amendments	7
Basic Planning Statements	Bylaws	13
	Amendments	9
Zoning Bylaws	Approved	17
Zoning Amendments		241
Subdivisions	Applications	1,266
	Approvals	1,188
	No. of Sites	2,162
	Refusals	3
	Re-Approvals	10
Dedicated Land	Sales/Exchanges	17
Environmental Impact Assessments	Reviewed	41
Intensive Livestock Operations	Reviewed	52
Treaty Land Entitlements	Reviewed	331

Future Directions

In 1999-2000, the unit will:

- consult with Saskatchewan municipalities on the best options for land use and infrastructure planning;

- provide support to Saskatchewan municipalities in strategic planning in order to make the best use of resources within the province; and

- review provincial policies and programs to ensure effective, strategic community planning into the next century.

HERITAGE

- assists in and regulates the conservation, management and development of historical, archaeological, palaeontological and architectural heritage resources in Saskatchewan;

- delivers advisory services to municipal and community heritage programs and projects and works with lottery funded heritage organizations to develop their programs and projects; and

- supports the programs of the Saskatchewan Heritage Foundation which provides financial assistance to community heritage projects.

Goals

- continue working with First Nations to repatriate artifacts and reinter prehistoric human remains;

- assist the lottery funded cultural community to develop new operational and funding structures;

- develop a comprehensive program of research and analysis of the Claybank Brick Plant through the services of the National Historic Parks Program;

- prepare a draft thematic framework for the management of Saskatchewan's historic sites and structures and assist in the development of a management policy; and

- ensure databases for archaeological and historic structures are converted to a computer program that is Y2K compatible.

Accomplishments

During 1998-1999, the unit:

- established a cemetery for archaeological human remains on Crown land near Saskatoon. Achieved the reinterment of the prehistoric human remains representing more than 150 individuals at Sister Butte and the newly established Central Burial Site;

- developed new funding and administrative structures for the volunteer cultural community in co-operation with SaskCulture;

Municipal and Community Services

- supported the work of the Interim Heritage Council resulting in the release of the Council's final report and recommendations, A New Vision for Saskatchewan's Heritage;

- assisted the interagency review of funding to provincial museums resulting in the release of the interagency report, the Saskatchewan Museums Funding Review;

- signed a five-year cost sharing agreement with the federal government for the restoration and development of the Claybank Brick Plant National Historic Site;

- consulted on the draft framework for managing Saskatchewan's historic sites and structures;

- developed a strategy to address the backlog of designations as Provincial Heritage Property;

- initiated a study of the status and condition of aboriginal sites of a special nature in the province;

- consolidated heritage site databases and upgraded technology and training for Y2K;

- assisted the Saskatchewan Heritage Foundation to begin a study of wooden grain elevators; and

- established a senior heritage consultant position in Saskatoon to provide service to west central Saskatchewan.

Future Directions

In 1999-2000, the unit will:

- assist Saskatchewan Property Management Corporation to develop a policy for the management of Crown-owned historic buildings;

- continue with the inventory and condition check of aboriginal sites of a special nature;

- negotiate with other agencies to develop a management agreement for the Central Burial Site;

- complete the designation of sites recommended as Provincial Heritage Property;

- design programs to access information on historic site databases; and

- continue the restoration program and assist the local group with an interpretation program at the Claybank Brick Plant National Historic Site.

MUNICIPAL ADVISORY SERVICES

- offers administrative and technical support services to help municipal governments operate effectively and efficiently;

- provides training and education to municipal officials on municipal administration, procedures and policy development;

- reviews applications for changes in municipal status and boundaries;

- helps local governments develop policies and procedures;

- produces the Municipal Directory for use by all municipalities, government departments, interest groups and the general public;

- sponsors professional development opportunities for rural and urban officials jointly with RMAAS and UMAAS; and

- provides administrative support and advice to the Urban and Rural Boards of Examiners which issue certificates of qualification to municipal clerks, treasurers, administrators and others who qualify for certification.

Goals

- increase the field presence of the branch, especially advisory services staff;

- review and make recommendations for regulatory changes relating to the provincial role in the municipal administration profession;

- conduct a series of educational workshops for municipal administrators on tax enforcement;

- develop a proposal for an entry-level training and education program for small urban and northern municipal clerks; and

- develop a Web site in co-operation with SUMA and SARM to provide municipalities with a single window to access information of interest to Saskatchewan municipalities.

Municipal and Community Services

Accomplishments

During 1998-1999, the unit:

- provided education and training sessions at the annual conventions of PARCS, RMAAS and UMAAS;

- updated and produced the 1999 Municipal Directory for distribution;

- conducted 15 inspections of municipal offices for certification purposes as requested by the Urban and Rural Boards of Examiners;

- conducted two workshops for newly-elected rural council members, in co-operation with SARM;

- published and distributed to all rural municipalities an updated Council Members Handbook;

- conducted a series of regional workshops for municipal administrators on tax enforcement;

- increased the presence of the Municipal Advisory Services Unit in the field;

- participated in the review of the provincial role in the municipal administration profession;

- updated and converted the Municipal Directory database and the municipal calendar for the department's Web site;

- created a workshop fund with UMAAS and RMAAS; and

- completed changes in municipal status and boundaries:

Boundary alterations	33
Reversions	5
Dissolutions	4
Name changes	1
Correction Orders	3

Future Directions

In 1999-2000, the unit will:

- review the approval requirements of the municipal acts and replace Order-in-Council requirements with Minister's Order where appropriate;

- make the appeal process in *The Local Improvement Act* consistent with the property assessment appeal process in the municipal acts;

- provide education and training initiatives to municipal officials on Board of Revision processes and the 2001 province-wide reassessment;

- support the development of the department's Web site;

- expand the use of electronic media for distributing information to clients;

- develop education and training for elected and administrative municipal officials with UMAAS, RMAAS, SUMA and SARM; and

- develop terms of reference for the Municipal Advisory Services Unit.

NORTHERN MUNICIPAL SERVICES

Northern Municipal Services is divided into two areas: Northern Municipal Advisory Services and Financial Services.

Northern Municipal Advisory Services

- administers 11 northern communities designated as northern settlements, 14 recreational subdivisions, and the unorganized area known as the Northern Saskatchewan Administration District;

- provides the link between the Minister and locally-elected advisory committees of northern settlements;

- provides municipal advisory services to 24 autonomous northern municipal governments;

- assists northern municipalities in carrying out their legislative and administrative responsibilities and in conducting their financial affairs and activities;

- fosters growth and development of elected and appointed officials who can lead their communities toward autonomous municipal status;

- provides advice, guidance and training to northern officials and to the public on northern municipal matters such as administrative procedures;

- ensures that northern municipal governments operate in compliance with provincial statutes; and

- provides monitoring and assistance to communities in need of additional help in their administrative and financial management.

Municipal and Community Services

Financial Services

- administers and operates the Northern Revenue Sharing Trust Account;

- manages and controls the department's northern municipal operating, capital, and water and sewer grants programs; and

- provides municipal accounting assistance, advice, and information to officials of northern municipalities and recreational subdivisions.

Goals

- assist and support northern municipalities and other departments in the ongoing Treaty Land Entitlement activities in northern Saskatchewan; and

- participate with other provincial departments and agencies in activities related to the Saskatchewan Association of Northern Communities and to the Northern Municipal Roundtable.

Accomplishments

During 1998-1999, the unit:

- completed 350 community visits and responded to more than 4,500 inquiries from northern communities;

- provided support to the formation and ongoing operations of the Northern Revenue Sharing Trust Account Management Board (NRSTAMB);

- provided financial information to the Northern Water and Sewer Infrastructure Needs Study;

- provided historical information and a variety of briefings related to the operations of municipal government in northern Saskatchewan to the Municipal Task Force on Legislative Renewal;

- administered and delivered the Canada-Saskatchewan Infrastructure Works Program per capita grant and the province's northern operating, capital, and water and sewer grants programs, disbursing a total of $7,479,494; and

- directed the Northern Revenue Sharing Trust Account for the year ended December 31, 1998 resulting in a net operating surplus for the year of $4,272,995.

Future Directions

In 1999-2000, the unit will:

- preserve and enhance the Northern Revenue Sharing Trust Account as a vehicle to support operating and capital funding assistance to northern municipalities;

- provide administrative, clerical, and technical support to the NRSTAMB; assist it to develop and recommend legislative or regulatory changes to *The Northern Municipalities Act* in order to meet the evolving needs and aspirations of northern municipalities;

- deliver a one-year, $3 million Water and Sewer Program;

- deliver the recently renewed five-year, $6 million Northern Capital Grants Program;

- conduct and review the fiscal capacities of northern municipal governments in support of the Northern Water and Sewer Infrastructure Study;

- conduct workshops to assist elected and appointed officials of northern municipal governments to understand and carry out their duties and responsibilities; and

- increase the amount of goods and services acquired by the unit from suppliers in northern Saskatchewan that employ northerners or are owned by northerners.

PROVINCIAL LIBRARY

As a resource and information centre, and co-ordinator of the province's library system, the Provincial Library:

- facilitates the development of a multitype library system of public, special, academic and school libraries, and encourages co-operation and resource sharing among libraries throughout the province;

- co-operates with cultural and educational organizations, institutions, individuals, library boards, municipalities and other provincial government departments on matters relating to the development, organization and operation of library services;

- co-ordinates and facilitates inter-library co-operation between any library and the public libraries of Saskatchewan, and develops a province-wide Public Library Electronic Information System (PLEIS) and an electronic union catalogue; and

- conducts research relating to library services.

The Provincial Library is organized into three units: Technical and Administrative Services, Library Co-operation and Networking, and Public Library Service.

TECHNICAL AND ADMINISTRATIVE SERVICES

This unit purchases all books and materials for the Provincial Library, carries out its budgeting and acquisition responsibilities, and supplies internal administrative support.

The unit:

- provides cataloguing services and support to the provincial and public library systems as well as cataloguing workshops to client libraries;

- co-ordinates and delivers training for Provincial Library staff and client libraries; and

- provides library services for books in languages other than English by circulating non-English books on request.

LIBRARY CO-OPERATION AND NETWORKING

This unit supports the development of a province-wide, multitype library system that will foster greater co-operation and resource sharing among public, school, post-secondary education, and special libraries, and provides secretariat services to the Multitype Library Board.

The unit:

- maintains and further develops the library network and the PLEIS, including administration of the Every Library Connected grant program;

- leads and co-ordinates the involvement of all public library systems to develop a virtual reference service that will allow rural branch libraries to answer questions asked by the public using local computers;

- co-ordinates agreements among all types of libraries and negotiates agreements with vendors to purchase province-wide licenses to full-text magazine database and other electronic information resources;

- prepares and maintains information for the Provincial Library's Web site and develops information technology solutions for Provincial Library operations; and

- encourages aboriginal people and persons with disabilities to access library services.

PUBLIC LIBRARY SERVICE

This unit identifies and responds to public library issues and develops policies and standards for resource sharing among all types of libraries in the province.

The unit:

- provides training, workshops and help desk support to client libraries on the use of electronic inter-library loan software;

- searches and sends out-of-province inter-library loan requests and circulates Provincial Library materials;

- responds to in-province library science information requests from public libraries, special libraries, and government departments without libraries; and provides research support within the Provincial Library; and

- maintains the Saskatchewan Union List of Serials.

Municipal and Community Services

Goals

- review library services and funding in consultation with the public library systems;

- assist communities to connect to the Internet for access to library catalogues and information;

- continue to develop and facilitate an up-to-date, inclusive Saskatchewan Union Catalogue of library holding records;

- implement the strategic plan for a province-wide, multitype library system including public, school, post-secondary and special libraries;

- co-ordinate development of province-wide electronic information databases and other reference resources for libraries and their clients; and

- facilitate and co-ordinate inter-library resource sharing and co-operation.

Accomplishments

During 1998-1999, the Provincial Library:

- worked with the public library systems and the Saskatchewan Institute of Chartered Accountants to determine a common financial accounting standard for public libraries, and began development of standard forms for use by branch libraries within regional libraries;

- handled 40,805 requests for cataloguing from Provincial Library and regional libraries;

- added 22,215 titles to the Saskatchewan Union Catalogue;

- upgraded library automation system hardware and software;

- circulated 27,199 non-English books on request;

- completed the first year of Every Library Connected, in co-operation with Industry Canada, resulting in every participating branch library achieving Internet connection for library business and public access;

- worked with the Saskatchewan Library Association and the ten library systems to ensure that libraries acquired technical support to install computers through the Canada Youth Employment program;

- conducted research and gathered data on cataloguing sources and centralized cataloguing services;

- established the Multitype Library Board and developed an agenda for action within the first year of operation;

- achieved the first province-wide license to access 1,800 full-text magazines on the InfoTrac SearchBank information databases for all types of libraries in Saskatchewan;

- established a strategic plan for The Virtual Reference Working Group to develop an electronic reference service available to rural libraries and their clients;

- trained the staff of ten public library systems and the staff of multitype libraries on the use of electronic inter-library loan software;

- developed a tool within the Library Tools subsection of PLEIS for libraries to display their inter-library loan policies on the Internet;

- improved access to resources in US libraries by instituting the use of the Online Computer Library Centre Inc. (OCLC) database;

- provided recommendations that resulted in improvements to A-G Canada Ltd., an online bibliographic database service provider to libraries;

- implemented remote sites at Herbert, Shaunavon, Leader, Maple Creek Branch Libraries and Pahkisimon Nuye?áh Library System in La Ronge; and

- installed software to provide compatibility between differing library automated systems.

Future Directions

In 1999-2000, the Provincial Library will:

- review funding with the Regina and Saskatoon public libraries to develop municipal service agreements;

- assist regional and branch libraries in sustaining their electronic connectivity through Every Library Connected and patron access to the Internet;

- assist regional and branch libraries in developing additional information content that will be useful to libraries and to the patrons they serve;

- analyse cataloguing data collection, make recommendations and implement changes to centralized cataloguing policies and procedures, in consultation with the library community, including investigating the application of international protocol standards among Saskatchewan libraries;

Municipal and Community Services

- negotiate a second province-wide license to an information database with a substantial amount of Canadian content;

- develop a pilot project that allows the public to ask a reference question on-line from a library, and provides libraries with the tools and co-ordination necessary to manage such a service and answer these questions;

- re-design the PLEIS Web site to make it easier for the public to use and more effective for library staff; and

- explore options with public library systems for acquiring Web gateway software to provide seamless access to Saskatchewan library catalogues, other databases and information sources for Saskatchewan library users.

THE MULTITYPE LIBRARY BOARD

The Multitype Library Board was established under *The Libraries Co-operation Act* to facilitate the co-operative development of the multitype library system in Saskatchewan. It provides a forum for appointed representatives of all library sectors in Saskatchewan to meet and discuss ways in which libraries can co-operate to share resources and services.

The partners in a multitype library system include public, school, special and post-secondary education libraries as well as other information providers and the Saskatchewan Provincial Library.

Secretariat services and operating funds are provided to the Multitype Library Board through the Saskatchewan Provincial Library.

Appointments to the newly established Multitype Library Board were announced January 12, 1999. They include trustees, library directors and front line library staff to bring together a cross-section of interests from the library community. The chairperson is Merrilee Rasmussen.

Members of the Multitype Library Board:

Saskatchewan Library Association	Jeff Barber, Weyburn
Post-Secondary Education Libraries	Darlene Fichter, Saskatoon
Public Libraries	Michael Keaschuk, Swift Current
Northern and Native Residents	Valerie Laliberte, Beauval
Post-Secondary Education Libraries	Colleen Warren, Regina
School Libraries	Janet Merkosky, Saskatoon
Saskatchewan School Trustees' Association	Ernie Pappas, Regina
Saskatchewan Library Trustees' Association	Merrilee Rasmussen, Regina
Special Libraries	Beverly Scarrow, Saskatoon
Special Libraries	Helene Stewart, Indian Head
Provincial Government	Maureen Woods, Regina

The Multitype Library Board met for the first time on March 30 and 31, 1999 at the Provincial Library in Regina. At its inaugural meeting, the board identified major areas for future development.

Future Directions

In 1999-2000, the Multitype Library Board will:

- review multitype library system development in other jurisdictions across Canada and beyond;

- research and develop strategies for co-operation on a province-wide document delivery system for electronic materials;

- investigate co-operating on the acquisition of a province-wide Electronic Library Gateway for the library network;

- determine the role of the Multitype Library Board regarding a province-wide sustainability strategy for all types of libraries to find ways to sustain their Internet connections and library automation;

- investigate a mechanism for the Multitype Library Board to receive and disburse funds on behalf of all libraries in Saskatchewan to participate in co-operative buying initiatives;

- develop new approaches for province-wide licensing of magazine and journal databases;

- develop strategies for co-operation on implementation of a universal library card for Saskatchewan;

- research and develop strategies for co-operation on a province-wide delivery system for books and other library materials;

- investigate the practice of charging for interlibrary loans and determine if there is potential for a co-operative solution; and

- develop draft model agreements for participation in the Multitype Library System.

Housing

"provides housing for low-income seniors, families, individuals, and groups with special needs who could not otherwise afford safe, secure housing."

Saskatchewan Housing Corporation (SHC) is the legal entity that owns housing units and maintains agreements with various groups to manage the day-to-day operations of the housing portfolio. Approximately 300 housing authorities provide the network of local management. Volunteer representation on authority boards and another 150 non-profit sponsors and co-operatives ensure close contact with communities.

Total households assisted through SHC management agreements:

Senior	14,000
Family	11,500
Special needs	6,500
Total	32,000

During the reporting year, Saskatchewan Housing Corporation's operating costs were just under $140 million. These costs were funded by several sources: client rents, the federal government, the provincial government, municipalities and other partners.

SHC activities are carried out through three branches: Policy and Program Services, Program Operations and Financial Operations.

POLICY AND PROGRAM SERVICES

The branch develops and evaluates policies, programs and housing services in response to changing trends and needs.

The branch:

- monitors and analyzes economic and demographic trends;

- collaborates with stakeholders, other departments and agencies, and other levels of government to develop policies and programs in line with broad provincial government strategies;

- conducts tenant service research and analysis in partnership with Health and Social Services to address health and safety needs of current and future housing tenants;

- co-ordinates information technology support for the province-wide housing network;

- administers the Homeowner Program which includes mortgage administration and co-ordination of northern and southern homeowner portfolios; and

- provides direction relating to Treaty Land Entitlement issues.

PROGRAM OPERATIONS

The branch administers the social and affordable housing programs for low to moderate-income households.

The branch:

- establishes and ensures consistent application of policies throughout the 450 management groups of housing authorities, housing co-operatives and non-profit housing organizations;

- facilitates housing services that support the safety, independence and well-being of tenants, provides technical assistance, inspection services, training and property management advice, and provides budgeting and reporting guidelines; and

- delivers any new program initiatives that SHC may undertake with regard to social or affordable housing and administers SHC's land holdings.

FINANCIAL OPERATIONS

The branch establishes financial policies, and operates financial information systems to meet management and legislative reporting requirements.

The branch:

- co-ordinates budgeting and forecasting activities;

- provides treasury and payment processing services;

- administers loan underwriting and collections;

- performs mortgage administration; and

- co-ordinates the delivery of residential repair grant programs for low-income households and tenants.

Goal

- provide Saskatchewan residents who have an identified need for housing and could not afford it without assistance, with access to affordable, suitable and adequate housing.
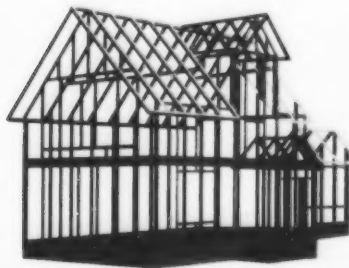
Accomplishments

- helped young families purchase homes and revitalize the inner-city neighbourhoods in Prince Albert, Regina and Saskatoon through the Neighbourhood Home Ownership Program (NHOP) -- in this first year of a three-year program, SHC worked with six community development organizations and four neighbourhoods to implement the program;

- ensured low to moderate-income households had access to affordable rental units by:
  - Acquiring 44 family units in Regina from owners renting to low or moderate income households under the Limited Dividend Entrepreneur Program. By acquiring these units, SHC will ensure they continue to be accessible by low and moderate-income families, at affordable rents.
  - Offering a revised subsidy package to 11 co-operatives involved in the Co-operative Housing Program to help them remain financially viable. Eight of 11 co-operatives accepted the package, while the remaining three will continue to operate under the terms of the original agreement. SHC assumed responsibility for this program, previously administered by CMHC, under the new Social Housing Agreement.
  - Assuming ownership of 44 independent living units for low-income seniors in North Battleford and Wynyard, formerly operated by local health districts.
  - Purchasing and converting 64 units for family social housing in Saskatoon and Prince Albert at a cost of approximately $2.9 million through the Homes Now Program. The program provides affordable rental accommodation to low and moderate income families through renovation and conversion of existing market rental units to social housing.

- continued to deliver and cost-share repair programs with the Canada Mortgage and Housing Corporation (CMHC). In 1998-99, a total of 719 housing units were repaired at a cost of more than $4.6 million:
  - The Residential Rehabilitation Assistance Programs (RRAP) offer financial assistance to people who live in substandard dwellings and cannot afford repairs necessary to make their homes healthier and safer.
  - The RRAP repair initiatives include:
    - Homeowner RRAP - for low-income homeowners.
    - Rental RRAP - for landlords renting to low-income households.
    - RRAP for the Disabled - provides assistance to low-income homeowners with disabilities, to make their home more accessible.
    - The Emergency Repair Program (ERP) - for low-income homeowners living in rural areas who need emergency repairs for health or safety reasons.
    - The Home Adaptations for Seniors Independence Program (HASI) provides grants to low-income seniors who, with minor adaptations to their homes, would be able to continue living independently.

Repair Programs Cost-Shared with the Federal Government

	# Units	Assistance Committed
RRAP		
- homeowner	317	$2,872,170
- rental	98	378,595
- disabled	58	363,159
- emergency repairs	189	889,295
HASI	57	123,190
Total	719*	$4,626,409

* One hundred and forty of these households were located in the north.

- In addition to the shared programs, Home Modification for the Disabled is a program funded solely by the province. It offers financial assistance to individuals to change the access to or design of their homes to accommodate their particular needs. In 1998-99, 65 commitments were made for a total of $92,808.

- completed second-year delivery of the three-year, $8 million Northern Housing Initiative by:
  - Approving grants through the *Remote Housing Program* to 34 lower-income families, enabling them to build their own homes in Beauval, Buffalo Narrows, Ile à la Crosse, and Pinehouse Lake. SHC also assisted these projects by co-ordinating construction, tendering sub-trade contracts, and purchasing materials in bulk.
  - Providing grants through the Rental Market Assistance Program (RMAP), to local developers to assist construction of 42 units in six communities: Air Ronge, Buffalo Narrows, Ile à la Crosse, La Loche, La Ronge and Pinehouse Lake.

- Providing more than $1.25 million in grants and forgivable loans to help 140 lower-income homeowners to make health and safety or emergency repairs to their homes in the north.
- Committing the delivery of 60 new social housing units in 14 northern communities based on principles developed in consultation with the Saskatchewan Association of Northern Communities Housing Committee – all 60 units will be started in the summer of 1999, taking advantage of cost savings through bulk purchasing.
- Holding public consultation sessions in La Loche, Ile à la Crosse, Pinehouse, Air Ronge/La Ronge, Cumberland House and Stoney Rapids, on housing in partnership with the Saskatchewan Association of Northern Communities as the first step in developing a renewed housing plan to replace the current three-year Northern Housing Initiative scheduled to end in fiscal year 1999-2000.

- developed an enhanced accountability framework to serve as the foundation to manage the future reduced level of funding from the federal government; and

- initiated an activity-based costing pilot project within several housing branches to provide a better under-standing of the link between activities and costs.

Future Directions

In 1999-2000, SHC will:

- improve the efficiency and effectiveness of the existing social housing portfolio;
  - SHC is reviewing its housing operations, programs and policies to identify ways to improve the efficient and effective use of resources, and to respond more quickly to emerging demographic and market trends.

- revitalize inner-city neighbourhoods in large urban centres;
  - SHC continues to refine the Neighbourhood Home Ownership Program to meet community needs, and to work with community groups in the three major cities to establish home ownership co-operatives.

- address the needs of our growing seniors' population;
  - One of the priority areas for the housing system during the next five to ten years will be to co-ordinate health and housing systems to address the needs of our aging seniors.

- Saskatchewan Assisted Living Services will be available in a number of communities throughout the province. The initiative will be expanded to include other management groups that manage social housing projects for the province, including co-ops and non-profit housing organizations.
- SHC will also pilot a shared-equity investment project for low-income seniors who will purchase housing units on a life-lease basis. The proposed project is to be developed on the former Sanatorium site in Saskatoon in partnership with the City of Saskatoon, Holiday Park Community Association, and Meewasin Valley Authority. The project will be designed to support the services needed by participating seniors.
- SHC will continue to work with health districts to acquire and renovate independent living units in communities where there is a high demand in order to ensure affordability in social housing options.

- ensure the accessibility of affordable rental accommodation;
  - SHC will try to purchase existing units for conversion to family social housing in order to maintain affordable accommodation for low to moderate income households.

- ensure the accessibility of affordable housing in rural centres; and
  - SHC will continue to encourage communities experiencing economic growth and new employment opportunities but lacking rental accommodation, to prepare submissions for the Community Homes Incentive Program.

- address northern housing needs.
  - By the year 2000, the *Remote Housing Program*, the *Rental Market Assistance Program* and northern repair programs will be completing the final year of a three-year, $8 million initiative.
  - SHC will continue to work with Saskatchewan Association of Northern Communities to address housing issues and develop a long-term northern housing strategy to respond to the housing needs of northerners.

For program and financial details please see the 1998 annual report of the Saskatchewan Housing Corporation.

Protection and Emergency Services

"protects the public against unseen perils through inspections and licensing programs, training and advisory services for local authorities, and support to communities in developing and delivering public safety programs."

Protection and Emergency Services administers a wide range of public safety programs involving regulatory and enforcement activities and technical advisory services. It supports public safety through Inspection and Licensing Services, the Office of the Fire Commissioner, Building Standards, Saskatchewan Emergency Planning, and Sask911.

INSPECTION AND LICENSING SERVICES

This unit preserves the safety of the public through regulatory and enforcement programs that are operated on a fee-for-service, full cost-recovery basis. The unit's programs focus on the commercial, institutional and industrial sectors of the province however, the safety benefits derived affect Saskatchewan residents at large.

The unit:

- administers boiler and pressure vessel programs that focus on six critical areas:
  - review and registration of equipment design,
  - inspection during manufacture,
  - inspection during initial installation,
  - periodic in-service inspections,
  - licensing and certification of manufacturers, installers and welders, and
  - examination, certification and licensing of boiler operators and engineers;

- administers elevator and amusement ride safety programs that focus on:
  - verification and registration of equipment designs,
  - initial inspection during installation to ensure that safety requirements incorporated in the design are functional, and
  - licensing and periodic inspection when the equipment is in operational service; and

- administers licensing programs for contractors and individuals who engage in work of gas and electrical installations.

Goals

- protect public safety through regulatory and enforcement programs aimed at minimizing risks associated with the use of pressure equipment, elevating and amusement ride devices, and gas and electrical installations within the province;

- develop a modern, revitalized legislative framework to regulate the boiler and pressure vessel industry; and

- initiate a review of *The Electrical Licensing Act* to provide an updated legislative and regulatory framework.

Accomplishments

During 1998-1999, the unit:

- completed a comprehensive review of *The Boiler and Pressure Vessel Act* in consultation with stakeholders resulting in the tabling of new legislation to modernize the legislative and regulatory framework;

- established a committee with representation from unions, industry associations, industries, government and Crown corporations to review the use of restricted electrical licences under The Electrical Licensing Act;

- conducted 8,215 inspections of the approximately 9,700 boilers and 24,000 pressure vessels in active operation throughout the province including 6,240 periodic in-service inspections and 1,975 initial inspections of pressure equipment units newly installed in the province;

- made 240 visits to manufacturing facilities to inspect pressure equipment during manufacture for use in Saskatchewan or export elsewhere in Canada and abroad;

- issued 3,963 orders and recommendations to correct potentially hazardous or non-compliant conditions as a result of the above inspections;

- reviewed 1,994 pressure equipment design packages submitted for registration by manufacturers from around the world including 225 individual welding procedures;

- registered 1,817 (of the 1,994) packages with the remaining reviews carried over to 1999-2000;

- administered 866 individual welder's performance qualification tests;

Protection and Emergency Services

- conducted quarterly examinations for power engineer's and fireman's certification in Regina and Saskatoon, and held 10 special sittings in response to industry and community college requests;

- administered 1,590 individual examination papers involving all classes of power engineer's and fireman's certificates and issued 736 certificates to qualifying candidates;

- issued 3,462 five-year registrations to certificate holders to maintain previously issued certificates;

- no major accidents involving serious injuries or fatalities resulting from pressure equipment failure were registered;

- reviewed and registered 108 design packages related to proposed new elevating device installations in the province; and

- licensed 2,502 elevating devices in the categories shown below;

Licenses Issued Under *The Passenger and Freight Elevator Act*

Type of Licence	1998-99	1997-98
Passenger Elevator	1,547	1,515
Freight Elevator	258	253
Dumbwaiter	129	131
Lifts for Handicapped	461	416
Manlifts	50	51
Escalators	24	24
Chair Lifts	3	3
T-bars	11	12
Rope-tow	19	19
	2,502	2,424

- increased total elevating device inspection activity by more than 45 per cent over 1997-98;

- completed 2,327 inspections on elevating devices and issued 1,324 correction orders. A total of 965 orders were cleared by year-end with the balance carried over to the first quarter of 1999-2000;

- inspected and licensed 215 amusement rides;

- investigated 10 reported accidents or incidents with no serious injuries or fatalities: one related to an amusement ride, two related to go-karts, three related to elevators, and four related to escalators;

- issued 1,762 electrical licences and 968 gas licences to individuals and contractors engaged in installations;

- under *The Electrical Licensing Act* and *The Gas Licensing Act*, 5,298 and 3,136 licences respectively were in effect; and

- initiated 41 recourse to bond actions under the guarantee bond provisions of contractor's licences to remedy defective workmanship where the responsible contractor failed to respond to correction notices.

Future Directions

In 1999-2000, the unit will:

- continue to review its legislation and regulations to modernize and revitalize programs to meet the needs of government, industry stakeholders and the public; and

- protect public safety through regulatory and enforcement programs.

THE OFFICE OF THE FIRE COMMISSIONER

This unit provides communities, fire departments and emergency service organizations with information, education, and leadership to enhance their capabilities to protect people, property and the environment from the effects of fire.

The unit:

- advises municipalities on all aspects of fire protection;

- conducts fire prevention activities such as building inspections, building plan reviews and public education in conjunction with municipalities;

- participates in training and education of fire service personnel; and

- investigates fires and provides program support including the gathering and analysis of fire statistics.

For more detailed information and fire statistics, please see the 1998 Annual Report, Office of the Fire Commissioner.

Protection and Emergency Services

Goals

- contribute to a reduction in fire-related losses;

- advance training and education for fire services personnel by making it more accessible and providing testing and certification; and

- expand co-operation in the delivery of fire prevention, public education and fire investigation programs and strengthen partnerships with all organizations that have an interest in promoting fire safety.

Accomplishments

During 1998-1999, the unit:

- saw 13 fire-related fatalities in the province - considerably less than the ten-year average of 22 fatalities per year;

- completed approximately 70 fire investigations in conjunction with police and insurance agencies, for major loss fires including deaths and suspicious fires;

- introduced new international curricula and standards for Fire Fighter Level 1 and 2 programs;

- expanded instructor programs to certify both Level 1 and 2 instructors in accordance with NFPA standards – 160 certified instructors were registered to provide training across the province;

- broadened Public Fire and Life Safety programs with the introduction of Risk Watch™ to the province as a pilot, whereby The City of Moose Jaw brought together police, fire, health, and educational representatives to reduce preventable accidents to children;

- hosted the first Public Fire and Life Safety Educator's Conference for approximately 100 participants;

- continued to implement of the Emergency Service Telecommunications Program with all applications for planning grants submitted and two area-wide telecommunication plans completed;

- co-ordinated the establishment of the Fire Service Joint Council to provide input, advice and co-ordination on fire prevention and protection issues;

- partnered with the Regina Fire Department and Regina Home Builders Association on the annual smoke alarm awareness campaign for the inner city;

- hosted a poster colouring contest during Fire Prevention Week (October, 1998), with entries from 8,815 students from more than 258 schools; and

- published and distributed the Fire Commissioner's Newsletter.

Future Directions

In 1999-2000, the unit will:

- continue to work with organizations throughout the province to make training more accessible while expanding co-operation in fire protection, public education and fire investigation;

- continue to develop self-sufficiency at the local level and provide support for local authorities through advisory services and training in the areas of plan reviews, inspections and investigations;

- evaluate the potential of delivering officer training programs with the Manitoba Emergency Services College to members of career fire departments in Saskatchewan; and

- participate in the development of an improved national code development system, and prepare for implementation of objective-based codes.

BUILDING STANDARDS

This unit oversees provincial standards for building construction related to fire and health safety, structural sufficiency, and barrier-free accessibility.

The unit:

- monitors and updates legislation and regulations concerning building and accessibility to reflect national standards and accommodate innovations in products, materials and methods;

Protection and Emergency Services

- assists owners, designers, builders and others in applying and complying with these requirements by interpreting standards and the legislation, and by gathering and distributing information;

- provides administrative and technical support for the Saskatchewan Building and Accessibility Standards Appeal Board;

- advises municipalities on the administration and enforcement of provincial standards and provides assistance to develop building bylaws and control building construction within their jurisdictions; and

- reviews building officials' applications and qualifications, issuing three primary classes of building officials' licences.

Goals

- provide code users with useful and timely interpretation of the building and accessibility standards;

- provide code users with reasonable and objective guidance on administration and application of the building and accessibility standards; and

- distribute relevant information to code users.

Accomplishments

During 1998-1999, the unit:

- answered 1,048 technical inquiries regarding application of the National Building Code and 510 general inquiries regarding legislation affecting building construction;

- reviewed 86 municipal building bylaws and answered 187 inquiries about building bylaws and administrative procedures;

- responded to 99 inquiries related to building official licences and issued 31 licences; and

- published and distributed the Building Officials Newsletter and information about adoption of the National Building Code of Canada 1995 to municipalities, building officials and designers.

Future Direction

In 1999-2000, the unit will:

- participate in the development of an improved national code development system, and prepare for implementation of objective-based codes, with the National Research Council of Canada;

- continue to provide code users with useful and timely interpretation of the building and accessibility standards; and

- provide code users with reasonable and objective guidance on administration and application of the building and accessibility standards.

SASKATCHEWAN EMERGENCY PLANNING

Saskatchewan Emergency Planning (SEP):

- maintains the provincial emergency plan and contingencies;

- serves as a central co-ordinating agency for provincial government resources during a state of emergency;

- assists government departments, Crown corporations and agencies with emergency planning; and

- encourages the formation of local government emergency measures organizations and aids in the development of local emergency plans by:
  - providing on-site consultation to municipal officials during local government states of emergency,
  - delivering education and training programs, and
  - co-ordinating the delivery of the Joint Emergency Preparedness Program (JEPP) with Emergency Preparedness Canada.

Goals

- improve awareness of the importance of including mitigation in emergency preparedness plans;

- co-operatively develop and deliver emergency preparedness services and provide emergency preparedness training for municipal officials;

Protection and Emergency Services

- assist municipalities in developing contingency plans;

- enhance emergency preparedness in the health sector by working with the health districts; and

- increase municipal capacity in designing and developing evaluation exercises for disaster managers.

Accomplishments

During 1998-1999, SEP:

- added a training module to the basic emergency preparedness course, which can also be used as a stand-alone presentation on the need for mitigation in municipal emergency programs;

- participated with search and rescue groups from northern Saskatchewan in a demonstration exercise to provide information to municipal emergency planners on disaster exercise design and operations;

- delivered presentations to urban and rural municipal administrators on the need for sound emergency plans that cover a broad range of possible incidents and to remind them to ensure their systems are year 2000 compliant;

- responded to several municipal incidents such as tornadoes and evacuations of northern communities because of forest fires, all without injury or loss of equipment; and

- continued work on the joint Canada-United States regional emergency management advisory committee to maintain the necessary protocols for the exchange of resources if needed.

Future Directions

In 1999-2000 the unit will:

- examine the Provincial Emergency Plan, in co-operation with other government departments, Crown corporations and agencies, to ensure accurate guidance is provided for emergency management and disaster recovery operations;

- work with the Department of Environment and Resource Management to improve the hazardous material preparedness, response and recovery procedures of government;

- facilitate the migration of emergency telecommunications Line Load Control to an improved system of Priority Access for Dialling for provincial and municipal governments;

- continue training programs for local officials including municipalities and health districts; and

- continue to support other organizations interested in emergency management and preparedness.

Sask911

The Emergency 911 System Act was proclaimed in 1996 and provided the legislative authority for development and implementation of Enhanced 9-1-1 (E9-1-1) service province-wide. Once completed, the Sask911 system will ensure that, wherever telephone land lines exist in the province, people will be able to access a trained emergency call-taking operator who has electronic access to automatic number and location information by dialling 9-1-1.

Planning and implementation of the Sask911 system continued in 1998-99 in collaboration with the four Sask911 Public Safety Answering Points (PSAPs), municipalities, health districts, local emergency service providers, SaskTel, and the Departments of Health and Justice.

The department's expenditures, related to Sask911, totalled $349,378, including $37,473 for communications, $131,905 for the advisory committee and development and $180,000 for one-time payments to the three PSAPs that signed Sask911 Service Agreements with the province in 1998-99.

Goals

- prepare proposed PSAP regional service area boundaries and the order of implementation to all land-lines in the province;

- finalize the locations of the PSAPs and negotiate agreements between the provincial government and the PSAPs; and

- work with the stakeholders to recommend and establish a SaskTel line charge to cover the costs of the Sask911 system.

Protection and Emergency Services

Accomplishments

During 1998-1999, Sask911:

- facilitated establishment of regional service area boundaries and an implementation schedule based on recommendations of the advisory committee and the potential PSAPs;

- supported the completion of Sask911 Service Agreements with Regina, Prince Albert and the South Saskatchewan 9-1-1 Board;

- facilitated approval of a full cost-recovery SaskTel line charge to be levied on customers' phone bills after they begin to receive E9-1-1 service; and

- assisted with the implementation of the E9-1-1 service through the Sask911 system to 81 municipalities in south western Saskatchewan and the City of Prince Albert.

Future Directions

In 1999-2000, Sask911 will:

- negotiate a Sask911 Service Agreement with Saskatoon;

- facilitate the establishment of E9-1-1 service in Regina and Saskatoon using the Sask911 equipment and system; and

- continue to co-ordinate the expansion of Sask911 service to areas of the province that do not have access to E9-1-1 service.

Finance, Administration and Facilities

"provides administrative, financial and information systems to enable the department to support its communities of interest; and manages the department's relationships with the province's significant cultural tourism facilities."

The Finance, Administration and Facilities Branch serves the department through two areas: Finance and Administration, and Cultural Tourism Facilities. The branch also manages the Royal Saskatchewan Museum.

FINANCE AND ADMINISTRATION

Finance and Administration promotes accountability, strategic thinking and wise management of department resources.

Central support services provided are:

- accounting;
- asset management;
- budgeting;
- financial management;
- information technology;
- mail services;
- office accommodation;
- procurement;
- records management; and
- strategic planning.

Goals

- strengthen the department's administrative accountability system;
- advance the department's strategic management practices; and
- enhance information technology services.

Accomplishments

During 1998-1999, the unit:

- processed financial transactions exceeding government benchmarks for timelines and accuracy;

- helped develop a performance management and accountability framework for government consideration;

- provided strategic support services as the department continued developing a three year strategic work plan;

- implemented a more integrated office automation system; and

- conducted a year 2000 impact assessment and developed associated conversion, testing, and deployment strategies.

Future Directions

In 1999-2000, the unit will:

- implement the government's proposed accountability framework as a department pilot project; and

- address the department's year 2000 issues with due diligence.

CULTURAL-TOURISM FACILITIES

Municipal Affairs, Culture and Housing provides financial support in the form of an operating grant to the following cultural-tourism facilities:

- Western Development Museum

- Saskatchewan Centre of the Arts

- Wanuskewin Heritage Park

- Saskatchewan Science Centre

Each of these facilities is governed by an arms-length board of directors and has its own executive director. The grant paid to each of these organizations is listed in the financial statements located at the end of this annual report. Each of these organizations prepares an annual report covering its operations and activities. Annual reports for the Western Development Museum, the Saskatchewan Centre of the Arts and Wanuskewin Heritage Park are tabled with the Legislative Assembly as required by the enabling legislation for each of those entities. The Science Centre, which is incorporated under *The Non-Profit Corporations Act of Saskatchewan*, produces an annual report for its membership.

The Royal Saskatchewan Museum is managed by the department, and therefore includes its activities in this report.

Finance, Administration and Facilities

ROYAL SASKATCHEWAN MUSEUM

The Royal Saskatchewan Museum (RSM) furthers an understanding of Saskatchewan's natural history and aboriginal cultures, past and present. The RSM communicates that understanding through all available media, especially exhibits and publications, in a culturally sensitive and scientifically accurate manner for the purposes of education and enjoyment.

The museum's principal means of understanding and communicating is through acquisition, conservation and research of appropriate material evidence of human and natural history.

The RSM:

- develops and maintains exhibits on the natural history and aboriginal cultures of the province;

- works co-operatively with First Nations in the creation of exhibits and in the development, management and preservation of collections originating from Saskatchewan's aboriginal cultures;

- manages, collections of, and conducts research on, the flora, fauna and ecology of the province;

- advances our knowledge of Saskatchewan's ancient past through the collection, preservation and study of fossils; and

- provides curriculum-based educational and extension programs to Saskatchewan schools, as well as programs and services to museum visitors.

Goals

- complete capital construction and exhibits for the new Life Sciences Gallery;

- develop a long-term capital plan;

- establish a provincial policy on the stewardship of the province's fossil resources;

- develop a memorandum of understanding with the Eastend Community Tourism Authority for palaeontological research, collecting and interpretation in the proposed *Tyrannosaurus rex Centre*; and

- continue research in palaeontology and aboriginal history in the Frenchman Valley and Brabant Lake areas respectively.

Accomplishments

- completed construction and installation of building infrastructure components of the Life Sciences Gallery including electrical and mechanical systems, hand rails, ceilings and most floor coverings;

- completed the Bur Oak, Aspen Parkland, Boreal Winter, Forest Burn and Snake Hibernaculum exhibits;

- significant progress was made on a number of exhibits including background artwork on the Rain Forest, Boreal Summer, Sage Flats, Mixed Woods and two Frenchman Valley exhibits;

- continued work on the Introduction to Saskatchewan's Ecoregions exhibit, the Children's Vision of the Future exhibit, Interactive Learning Centres, and the Human Factor section of the gallery;

- relocated Megamunch, the museum's robotic *Tyrannosaurus rex*, to the entrance of the museum auditorium;

- prepared seven exhibits for purposes other than gallery redevelopment including: the *Tyrannosaurus rex* coprolite exhibit for the Museum Rotunda and the Eastend Fossil Research Station, the *Teleorhinus* Exhibit for display at Herschel and Pasquia Regional Park, the newly acquired cradle board exhibit for the Museum Rotunda and four bird exhibits for a Canada Post stamp unveiling in February;

- received the government's designation as steward of the province's heritage fossil resources;

- continued to work with the Eastend Community Tourism Authority in operations based in the Eastend Fossil Research Station;

- generated attention by the public and scientific community with the discovery and analysis of the world's only known coprolite attributable to a *Tyrannosaurus rex*, reported in the highly acclaimed journal *Nature* – the fossil dropping was collected in the latest Cretaceous Frenchman Formation in southwest Saskatchewan;

Finance, Administration and Facilities

- collected fossils in both Cretaceous and Tertiary rocks in the southwest of the province, including:
  - the partial remains of a hadrosaur (duck-billed dinosaur),
  - a partial small dinosaur skeleton (species yet to be determined),
  - a small partially articulated reptile skeleton, and additions from Tertiary mammal localities; and
  - fossil plant evidence was collected at the quarry near Eastend in co-operation with researchers from the University of Saskatchewan;

- surveyed and selectively excavated a twice-burned area near Brabant Lake (approximately 180 km northeast of La Ronge) – extending the known length of occupation of the area to 800-1000 years ago, including these significant findings:
  - 3 quartz quarry sites, which may be the first to be identified in the boreal forest, and
  - trade items (glass beads) in association with Clearwater Lake Punctate pottery which is the first time this association has been found in campsite situations;

- completed mapping of 3 new tipi ring sites at Chambery Coulee, south of Dollard in southwest Saskatchewan;

- reinterred the remains of 164 aboriginal people at a Saskatoon burial site and the remains of one person near Fir Mountain, in co-operation with the Saskatchewan Indian Cultural Centre and the Community Support Services Branch;

- received archaeological artifacts, maps and documentation into RSM's collection from the Department of Anthropology, University of Regina;

- published research on prairie songbird abundance and habitat structure in the *Canadian Journal of Zoology*;

- installed a relative humidity control system in the First Nations Gallery to monitor and maintain the proper humidity levels required to prevent the deterioration of artifacts displayed in the gallery; and

- increased educational and public programming in these ways:
  - school participation in the museum's educational programs increased to 9,258 from 9,011 the previous year ,
  - Dinomites program preschool attendance increased to 1,116 from 846 the previous year,
  - total school and preschool attendance at the museum was 17,636, and
  - visitation in the museum's interactive palaeontological gallery for children, the PaleoPit, was 22,399.

Future Directions

In 1999-2000, the museum will:

- continue development of the Life Sciences Gallery and open the Saskatchewan School Children's exhibit, Our Dreams;

- complete a Memorandum of Understanding for operations in the *Tyrannosaurus rex* Centre with the Eastend Community Tourism Authority;

- develop a Memorandum of Understanding to clarify the roles and relationships between the RSM and the University of Saskatchewan for research, collections management, and student supervision of aboriginal history, earth sciences, and life sciences;

- develop a comprehensive plan for phased capital development of the RSM facility in consultation with SPMC and Wascana Centre Authority; and

- continue original research in the fields of natural and aboriginal history with focus on the fossils of the Frenchman Valley, the ecology of grassland birds, and the prehistoric human occupation of the Brabant Lake area.

Corporate Services

"communicating the department's programs, activities and objectives, and developing the department's human resources."

COMMUNICATIONS

Communications provides advice and support in planning and delivering information to the public about policies, programs and services to the department through:

- communications research and analysis;

- strategic communications advice and counsel;

- communications planning; and

- communications management.

The branch provides services through ongoing activities including:

- planning and organizing special events, preparing speaking notes and managing media relations;

- managing all print procurement for the department;

- co-ordinating staffing and material for trade show displays;

- managing production of media materials for the Canada Games and the Western Canada Games, and co-ordinating the dissemination of games results to the media;

- co-ordinating production of the employee newsletter Team Spirit; and

- managing the production of annual reports for the department, the Office of the Fire Commissioner, and the Saskatchewan Housing Corporation.

Goals

- increase awareness of department services and programs;

- improve external communications and provide information directly to municipalities and other stakeholders; and

- increase the use of technology as a method of communicating the department's messages to internal and external stakeholders.

Accomplishments

During 1998-1999, the branch:

- planned and organized 57 recognition award ceremonies for long-term Housing Authority Board members;

- co-ordinated openings of three reconfigured social housing projects;

- began the redesign of the department's Web site to provide clients with access to department information;

- developed and co-ordinated a quarterly newsletter and a complementary bulletin to enhance communication to municipalities (Municipalities Today and Frontline);

- co-ordinated communications for the community grant portion of the Associated Entities Fund;

- developed communication strategies to support all department issues and initiatives;

- wrote 70 speeches for the Minister and designated department officials;

- produced educational materials for Fire Prevention Week and Emergency Planning week; and

- produced the quarterly staff newsletter.

Future Directions

In 1999-2000, the branch will:

- complete the design and development of the department Web site;

- develop effective communications with municipalities in support of property tax policies;

- identify, analyze and develop communications strategies to respond to emerging issues;

- review the communications approach, roles and responsibilities relating to the Associated Entities Fund;

- provide communications support to social housing initiatives and projects; and

- enhance the visual identity of the department with a redesigned display for use at trade shows and co-ordinated Web site and display material.

Corporate Services

HUMAN RESOURCES

Human Resources contributes to organizational effectiveness by providing leadership, direction and management for the strategic development of human and organization resources to meet the needs, goals and mandate of the department.

Human Resources serves the department by:

- facilitating learning and development opportunities;

- providing industrial relations advice and consultation;

- providing advice about staffing and classification;

- referring to employee and family assistance plans;

- managing employment equity;

- administering benefits: public employees dental plan, extended health plans, group life insurance, long-term disability, deferred salary leave and superannuation plans; and

- keeping central records: personnel and position files, attendance, long service, department re-employment lists and payroll information records.

Goals

- continue to promote a barrier-free workplace which values diversity;

- develop initiatives to support a workplace environment that is free from discrimination, prejudice and harassment;

- review the scope of all positions within the department and recommend scope status in accordance with *The Trade Union Act*; and

- develop initiatives to increase employee awareness of human resource related policies and processes.

Accomplishments

During 1998-1999, Human Resources:

- planned and organized anti-racial training sessions for all department staff, achieving an 80 per cent participation rate;

- worked with the department's Employment Equity Committee in the development of an employment equity work plan;

- reviewed all non-union positions within the department and recommended their scope status in accordance with *The Trade Union Act*;

- reorganized the work unit to more effectively deal with priorities;

- initiated a Human Resource newsletter to keep all department staff informed on human resource trends and issues; and

- managed a review of job assessment forms to improve accuracy of job classifications.

Future Directions

In 1999-2000, Human Resources will:

- promote a barrier-free workplace which values diversity by working with the Employment Equity Committee to develop staffing targets and support this achievement by 2005;

- support a workplace environment that is free from discrimination, prejudice and harassment by organizing anti-sexual harassment training sessions for all department staff;

- co-ordinate computer training for new software packages implemented throughout the department; and

- continue the development of a human resource strategic plan.

Financial Statements

Overview of Actual Revenue and Expenses to Estimates

	1998-99 Estimates $000s	1998-99 Actuals $000s	Variances: Over/(Under) $000s	Notes
Revenue				
Other Revenues				
Other Licenses and Permits	14,816	14,999	183	
Sales, Services and Service Fees	5,405	5,147	(258)	1
Other	14	43	29	2
Transfers from the Federal Government	140	387	247	3
Total Revenue	20,375	20,576	201	
Operating Expenses				
Administration	2,149	2,232	83	4
Accommodation and Central Services	2,690	2,690	---	
Municipal Support				
Municipal and Community Services	5,135	4,566	(569)	5
Urban Revenue Sharing	26,930	26,881	(49)	
Rural Revenue Sharing	23,734	23,733	(1)	
Northern Revenue Sharing	5,386	5,386	---	
Transit Assistance for the Disabled	2,150	2,119	(31)	
Policing Cost Restructuring Assistance	1,000	1,025	25	6
Grants-in-Lieu of Property Taxes	3,125	3,055	(70)	7
SAMA (Authorized by Law)	4,000	4,000	---	
SAMA (Supplementary)	150	150	---	
Meewasin Valley Authority (Authorized by Law)	740	740	---	
Wakamow Valley Authority (Authorized by Law)	127	127	---	
Swift Current Chinook Parkway	78	78	---	
Wascana Centre Authority (Authorized by Law)	782	782	---	
Wascana Maintenance	1,840	1,840	---	
Subtotal	75,177	74,482	(695)	
Public Safety				
Prevention and Regulatory	3,006	2,998	(8)	
Emergency Planning and Response	782	797	15	
Provincial Disaster Assistance Program	0	771	771	8
Emergency Services Telecommunications	500	160	(340)	9
Joint Emergency Preparedness Program	0	111	111	10
National Initiative Program (Search & Rescue)	0	55	55	10
Subtotal	4,288	4,892	604	
Housing				
Housing Operations	7,918	7,688	(230)	11
Home Modification for the Disabled	141	93	(48)	12
Home Improvement Program Subsidies	138	118	(20)	13
Transfer to Saskatchewan Housing Corporation	26,899	26,944	45	
Subtotal	35,096	34,843	(253)	

Financial Statements

	1998-99 Estimates $000s	1998-99 Actuals $000s	Variances: Over/(Under) $000s	Notes
Infrastructure Assistance				
Transfers for Public Services – Capital	7,231	9,074	1,843	14
Subtotal	7,231	9,074	1,843	
Gaming Funds				
Associated Entities Fund	4,375	8,075	3,700	15
First Nations Fund	12,150	10,209	(1,941)	15
Subtotal	16,525	18,284	1,759	
Culture and Recreation Support				
Culture, Recreation and Lotteries Co-ordination	1,447	1,524	77	16
Heritage Regulation and Co-ordination	617	628	11	
Provincial Library	8,256	8,356	100	
Saskatchewan Heritage Foundation	345	345	---	
Saskatchewan Archives Board	2,073	2,073	---	
Saskatchewan Arts Board	3,605	3,605	---	
SaskFILM	1,000	1,000	---	
MacKenzie Art Gallery	275	27	---	
Subtotal	17,618	17,806	188	
Cultural Tourism Facilities				
Royal Saskatchewan Museum	1,335	1,361	26	
Western Development Museum	1,760	1,760	---	
Wanuskewin Heritage Park	250	250	---	
Saskatchewan Science Centre	150	150	---	
Saskatchewan Centre of the Arts	425	425	---	
Subtotal	3,920	3,946	26	
Total Expenses	164,694	168,249		
FTE Staff Complement	402.6	369.1		

These financial statements have been prepared in accordance with the government's accrual accounting policies. Some values may vary from those presented in the body of the Annual Report due to adjustments for accounts payable, prepaid expenses, and other accrual accounting valuations.
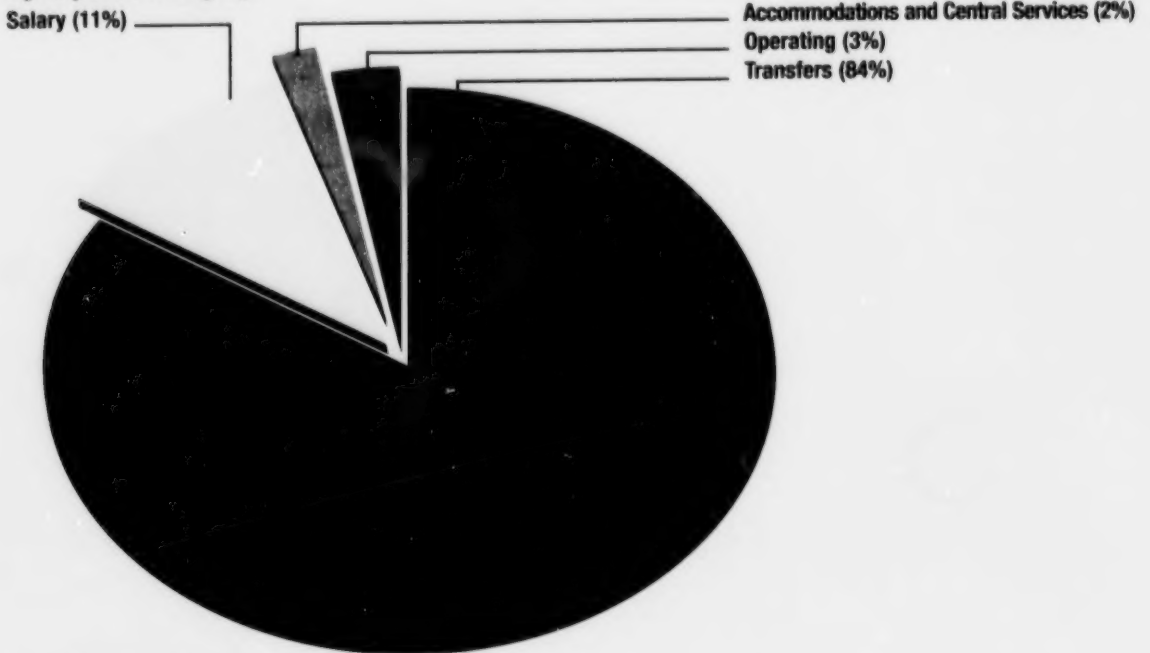
Financial Statements

Notes

Explanation of variances of actuals which exceed estimates by 2 per cent and $10,000.

1. Housing Operations efficiencies resulted in lower administration cost and associated cost recoveries.

2. Benefits recovered related to seconded employees.

3. Increased public safety inspections completed on behalf of the federal government.

4. Year 2000 computer assessment and testing.

5. Late start up of Task Force on Municipal Legislative Renewal. Local Government Restructuring Program under subscribed.

6. Original budget provision under estimated the cost of providing policing services in eligible municipalities.

7. Actual cost lower than initial estimates.

8. Expenses from municipal disaster assistance claims.

9. Delayed implementation of program reduced operating cost.

10. Gross budgeting procedures were introduced for these programs after the budget finalization.

11. Savings due to vacancy management.

12. Reallocation of funding to SHC to cover the provincial share of the Home Adaptation for Seniors' Independence grant program.

13. Sooner than projected payouts of outstanding Home Improvement Loans.

14. Projects deferred from previous years expended.

15. Actual expenditures based on net profits reported from casino operations.

16. Increased cost associated with the new collective agreement and administration of the Film Tax Credit.

Financial Expenditures

The following represents an overview of financial activities within the department.

By expense category:

Salary (11%)

Accommodations and Central Services (2%)
Operating (3%)
Transfers (84%)

By operational area:

Gaming Funds (11%)
Culture and Recreation Support (11%)
Cultural Tourism Facilities (2%)
Administration (1%)
Accommodations and Central Services (2%)

Municipal Support (44%)
Municipal Infrastructure (5%)
Public Safety (3%)
Housing (21%)